



DEPARTMENT OF WATER RESOURCES EXAMINATION ANNOUNCEMENT



SACRAMENTO-SAN JOAQUIN
DELTA CONSERVANCY

The State of California offers Equal Opportunity for all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free State workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service and the special trust placed in public servants.

PROGRAM MANAGER II, CALIFORNIA BAY-DELTA AUTHORITY MULTI-DEPARTMENTAL OPEN

FINAL FILING DATE	December 31, 2012
	Application forms (STD 678) must be postmarked, submitted in person, or submitted online no later than the final filing date. Applications postmarked, personally delivered, or filed online after the final filing date will not be accepted for any reason. FAXED APPLICATIONS WILL NOT BE ACCEPTED.
WHO SHOULD APPLY	This is an open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.
HOW TO APPLY	Examination Applications (Form STD 678 Rev. 6/2010) may be mailed or submitted in person. MAILING ADDRESS: Department of Water Resources P.O. Box 942836 Sacramento, CA 94236-0001 SUBMIT IN PERSON: Department of Water Resources 1416 9th Street, Room 320 Sacramento, CA 95814 DO NOT SEND APPLICATIONS TO THE DEPARTMENT OF HUMAN RESOURCES OR DEPARTMENT OF WATER RESOURCES' FIELD OFFICES. Applications are available at Department of Water Resources' (DWR) offices, the DWR website: www.water.ca.gov/jobs/currentexams.cfm , local office of the Employment Development Department, the Department of Human Resources (Cal HR), and their website: www.jobs.ca.gov
IDENTIFICATION REQUIRED	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of the "Application for Examination". You will be contacted to make specific arrangements.
SALARY RANGE	\$7265 - \$8008
ELIGIBLE LIST INFORMATION	A single open eligible list will be established for the Department of Water Resources, Delta Stewardship Council, and the Sacramento-San Joaquin Delta Conservancy. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.
EXAMINATION DATES	The entire examination will consist of a Qualifications Appraisal Interview. It is anticipated interviews will be held January/February 2013.
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	NOTE: All applicants must meet the minimum qualifications for this examination by the final filing date, December 31, 2012. ALL LEVELS: Education: Possession of a Bachelor's Degree with major work in biology, chemistry, engineering, physical science, environmental science, public administration, planning, or a closely related field. Either I Experience: Two years of experience in the California state service performing duties comparable to those of a Program Manager I, California Bay-Delta Authority. Or II Experience: Five years of broad, extensive, and increasingly responsible experience in engineering, scientific research, public outreach, planning, regulatory development, investigative environmental or similar work, including at least one year which must have been in an administrative or supervisory position in charge of a staff responsible for the development or implementation of environmental policies, programs, plans, or research projects; or the conduct of a major environmental monitoring and surveillance, or environmental management program; or provide for the supervision of the work of a large multidisciplinary environmental investigatory or regulatory staff at a level of responsibility equivalent to that of a Program Manager I, California Bay-Delta Authority. and Education: Possession of a Bachelor's Degree with major work in engineering, biological, chemical, physical, or environmental science, public administration, planning, or a closely related field. Possession of an advanced degree in one of the disciplines cited, or a closely related field, may be substituted for one year of the general work experience.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

POSITION DESCRIPTION	This is the second managerial level of the series that has significant responsibility for planning, managing, prioritizing, and administering complex programs and policies. Assignments are larger in size, broader in scope, and carry greater political sensitivity than those assigned to subordinate classes. Incumbents responsibilities include: plan, organize, lead, and control major projects or programs; act as technical advisor; oversee multifaceted projects or specific phases of such projects; lead project teams within complex matrix managed programs; coordinate program activities with a broad array of State, Federal, Tribal, and other public/private interest groups to ensure understanding and consensus on various programs; and exercise discretion in oversight and coordination of programs. Position may exercise managerial and supervisory authority over multidisciplinary teams.
EXAMINATION INFORMATION	This examination will consist of a Qualifications Appraisal Interview – Weighted 100% . In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.
SCOPE OF EXAMINATION	<p style="text-align: center;">Qualification Appraisal Application – Weighted 100%</p> <p>In addition to evaluating the competitors' relative abilities as demonstrated by quality and breadth of experience, emphasis in examining the interview will be on measuring competitively, relative to job demands, each competitor's:</p> <p>A. Knowledge of:</p> <ol style="list-style-type: none">1. Principles and practices of project/program management with demonstrated experience in planning, managing, coordinating and integrating program and project activities.2. California environmental, water, and land use issues and policies.3. Principles of land, water, fish, wildlife, ecology, and other natural resources.4. State, Federal, and local legislative processes and Tribal consultation protocol.5. Environmental programs and policies of participating governmental entities.6. Budgeting and other administrative functions.7. Principles and practices of supervision and management including a manager's responsibility for promoting equal opportunity in hiring, equal employment development and promotion, and for maintaining a work environment that is free of discrimination and harassment. <p>B. Ability to:</p> <ol style="list-style-type: none">1. Provide direction to achieve balanced implementation, as well as integration of, and continuous improvement in, all program elements.2. Promote and develop partnerships with program/project participants as well as with public and private interests integrated in the various environmental and water management activities.3. Set priorities, develop policies, and make decisions regarding program milestones.4. Provide a forum for the resolution of conflicts or disputes among implementing State, Federal, Tribal, and local governments and agencies.5. Use media and public outreach mechanisms to ensure broad understanding of program activities and intent.6. Communicate effectively with program/project participants, the California State Legislature, offices of the legislature, Native American Tribes and other boards, commissions and government agencies.7. Analyze and evaluate information and take appropriate actions to implement sound and innovative solutions to difficult environmental and water management challenges.8. Prepare clear, complete, and technically accurate reports.9. Understand and apply rules, regulations, policies, and requirements of State and Federal environmental protection and resource management programs.10. Plan and direct the work of subordinate staff, while effectively promoting equal opportunity in employment and maintaining a work environment that is free of discrimination and harassment.
VETERANS PREFERENCE	Veterans Preference Credit will not be granted in this examination, as it does not qualify as an entrance examination under the law.

GENERAL INFORMATION

The Department of Water Resources reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

For any examination without a written feature it is the candidate's responsibility to contact the Selection Services Section of the Department of Water Resources, (916) 653-4838 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at Department of Water Resources' (DWR) offices, the DWR website: www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, the Department of Human Resources (CAL HR), and their website: www.jobs.ca.gov

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

If a candidate's notice of oral interview fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. **California Relay Telephone Service** for the Deaf or hearing impaired: From TDD phones: 1-800-735-2929; From Voice phones: 1-800-735-2922.

For information regarding this examination, please contact Brandon Littlejohn at (916) 653-7109.

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